

**MARIN EMERGENCY RADIO AUTHORITY**

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**MEMORANDUM**

**DATE:** February 11, 2009

**TO:** MERA Executive Committee

**FROM:** Maureen Cassingham, Executive Officer

**SUBJECT:** AGENDA ITEM C-3: REPORT ON PROPOSED SUBLEASE WITH  
ROSS VALLEY SANITARY DISTRICT - MERA FORBES RESERVOIR SITE

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Recommended Action: Recommend MERA Board approval of sublease with Ross Valley Sanitary District for the MERA Forbes Reservoir Site subject to the approval of the Marin Municipal Water District as Lessor and approval as to form by MERA General Counsel.

Background: As reported to the Executive Committee on December 10, 2008, and the MERA Board on December 17, 2008, as part of the Forbes Hill Reservoir County Facilities Abatement Project, the Ross Valley Sanitary District has been operating their radio communications system in the old County buildings and now in the MERA facilities without MMWD approval. With the impending demolition of the old facilities by MERA per its tower site lease with MMWD, the Sanitary District has requested MERA's formal permission to house their radio equipment within MERA's facility and relocate their phone line, at their own expense, to the existing power pole drop, place it underground in the same trench as the power and bring the circuit into the MERA structure via a riser. Attached is their formal request.

The Sanitary District must have a sublease with MERA per its lease of the Forbes Reservoir site with MMWD. MERA Communications Engineer Chuck has advised that, as part of the City of San Rafael permitting process, MERA was required to accommodate the District's radio equipment in its building and their antenna on MERA's tower. MMWD staff has advised that they will submit MERA's request to sublease to their Board of Directors subject to MERA Board approval and approval as to form by MERA's General Counsel. The Executive Committee may wish to consider charging the Sanitary District rent for the use of MERA's facilities which were constructed and are operated at member expense.

**ATTACHMENT:** Forbes Hill Equipment Relocation Request – Ross Valley Sanitary District